



# Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

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February 7, 2019

<b>TO:</b>	<b>Authority Members</b>
<b>FROM:</b>	<b>Robert B. Davis</b>
<b>SUBJECT:</b>	<b>Authority Meeting – February 9, 2019</b>

The purpose of this memorandum is to outline briefly the items on the agenda for discussion at the Authority's meeting to be held Saturday, February 9, 2019, at 9:00 AM in the Second Floor Meeting Room at the Authority's Hyannis Terminal, 141 School Street, Hyannis, MA.

## Item No. 1. General Manager's Report

This report will be presented by the General Manager, Robert B. Davis, and will include the following:

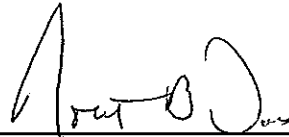
- a) Video Presentation by John Sainsbury of HMS Consulting (HMS) on HMS's supplemental report on its comprehensive review of the SSA's operations regarding the SSA's public communications.
- b) Update on the current search for the SSA's new Treasurer/Comptroller and Director of Human Resources.
- c) HMS's proposal to provide the SSA with implementation planning services to assist the SSA with implementing the recommendations contained in its report.
- d) Creation of a Director of Marine Operations position and a Director of Health, Safety, Quality and Environmental Protection position, as recommended by HMS in its report – Please see Staff Summary #GM-710 "Proposed Process to Proceed with the Implementation of HMS Consulting Recommendations" dated February 7, 2019.
- e) The issuance of a request for proposals for consulting services to assist the SSA in transitioning to a process-based approach to management including developing and implementing a Safety Management System (SMS) across its fleet and a Quality Management System (QMS) across its entire organization, as recommended by HMS in its report.

**MEETING MEMORANDUM**

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**Item No. 2.    Old/New Business**

**Item No. 3.    Public Comment**

A handwritten signature in black ink, appearing to read "Robert B. Davis", written over a horizontal line.

**Robert B. Davis**  
**General Manager**